

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On October 26, 2023

– solely by means of electronic equipment - via telephone conference –

Pursuant to CGS §1-225a, the State Properties Review Board conducted a Regular Meeting at 9:30AM on October 26, 2023. Pursuant to the statute, this Meeting was held solely by means of electronic equipment, with Participants connecting via telephone conference at (860)-840-2075 and used passcode 284890492#.

The Notice provided designated this Regular Meeting as open to the public. Call in instruction were provided as: Dial toll free (860)-840-2075 and use passcode 284890492#. If you have any questions or need assistance to attend these Meetings, you can contact SPRB Director Dimple Desai at dimple.desai@ct.gov to make appropriate arrangements.

Members Present – solely by means of electronic equipment:

Bruce R. Josephy, Chairman
Jeffrey Berger, Vice Chairman
John P. Valengavich, Secretary
Edwin S. Greenberg
Jack Halpert
William Cianci

Members Absent:

Staff Present – solely by means of electronic equipment:

Dimple Desai
Thomas Jerram

Guests Present – solely by means of electronic equipment:

Jenna Padula, Esquire, DAS-CS
Ryan Davis, DAS-CS
Jennifer Vigneault, DAS-CS

Mr. Valengavich moved and Mr. Halpert seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

1. ACCEPTANCE OF MINUTES

Mr. Valengavich moved and Mr. Berger seconded a motion to approve the minutes of the October 23, 2023 Meeting. The motion passed unanimously.

2. COMMUNICATIONS

3. REAL ESTATE- UNFINISHED BUSINESS

4. REAL ESTATE – NEW BUSINESS

5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS

6. ARCHITECT-ENGINEER - NEW BUSINESS

PRB #	23-177
Origin/Client:	DAS/SCSU
Transaction/Contract Type:	AE / Task Letter
Project Number:	CF-RS-373
Contract:	OC-DCS-CAm-0012
Consultant:	D.H. Bolton, Inc.
Property:	New Haven, Crescent St (501) - SCSU
Project purpose:	High Temperature Hot Water Replacement
Item Purpose:	Task Letter #1

PROPOSED AMOUNT: \$191,100

PROJECT BACKGROUND

SCSU's buildings are served by a central plant, the Energy Center, constructed in 2003. The Energy Center's three boilers support building needs depending on the season. Two 40,000MBH boilers operate in the winter, while a 10,000MBH is used for summer loads. In the colder months, water temperature is maintained at approximately 350°F, while in the summer season, water temperature is reduced to 250°F. Three operations shifts are currently required in the winter, while only two are needed in the summer. There is an additional 40,000MBH boiler housed in the building that is not installed. The Energy Center supplies domestic hot water, high temperature hot water (HTHW) for heating to fourteen buildings and steam generation to six buildings. Eleven buildings have a natural gas supply in addition to campus HTHW or steam. (SCSU-Energy-Master-Plan-Perkins-and-Will)

The project consists of design and preparation of construction drawings and specifications for the replacement of approximately 2,256 linear feet of High Temperature Hot Water (HTHW) piping that has failed that serves Chase Hall, Hickerson Hall, and Neff Hall. The piping will be replaced from manhole #1 which is located at the entrance of Dorm Drive off Wintergreen Ave. The piping was pre-purchased by SCSU and was delivered in July 2023. Additionally, the piping that runs along Farnham Ave. has failed and needs replacement. The intent is to install a new vented manhole in the grass area outside of Connecticut Hall to intercept the existing HTHW piping. The new piping will run in the grass area on the East side of Farnham Ave. and cross the street in the front of Farnham Hall to intercept the existing piping on the West side within the new vented manhole.

Under this Proposal (PRB #23-177), DAS is seeking SPRB approval of Task Letter #1 to the Consultant's Contract – OC-DCS-CAm-0012, in the amount of \$191,100 to compensate the Consultant for providing CAm Services (20 hours per week) with the following Scope of Work:

The scope of work shall include, but is not limited to the following:

- Design and prepare construction drawings and specifications for the installation of HTHW piping utilizing the original routing to represent the installed conditions along Dorm Drive based on the piping material submittal drawings provided by John C. Digertt, Inc.
- Design and prepare construction drawings and specification for the installation of HTHW piping utilizing a new path along the East side of Farnham Ave., crossing the street to return to the West side of Farnham Hall.
- Incorporate phasing to maintain access into the campus throughout construction.

- Install two new manholes at the intersection of piping that feeds Chase Hall and Hickerson Hall, to be vented to the adjacent grass areas.
- Install a new manhole to accept the new piping along Farnham Ave.
- Include provisions for the contractors to cut and cap the existing HTHW that is exposed under concrete raised patios at Chase Hall and Hickerson Hall and pressure test to determine the integrity of the piping. If the design fails, include provisions for the contractor to saw cut, excavate, replace the piping, and restore the concrete patio to match the existing area.
- Replace existing HTHW valves at the point of connection in manhole #1 and within each of the three buildings served.
- Install a new valve at the point of connection in the new manhole along Farnham Ave.
- Design shall include restoration of existing site lighting and sign lighting.

From Form 1105

In 2004 SCSU's Energy Center was constructed. As part of this project the entire High Temperature Hot Water system was replaced. This pipe should last 25 to 30 years. Within the past 5 years SCSU has replaced almost 2000ft of the system due to major failures.

It was determined, On April 4, 2023, that the West Campus Dorm Drive loop was losing up to 8000 gallons of HTHW in a 24-hour period. The loop was immediately shut down as not to cause any damage to the Energy Center. Arial and ground infrared photography have indicated that the entire run from Wintergreen Ave. Manhole #1 to Chase, Neff and Hickerson halls are compromised.

SCSU is purchasing the new pipe with all of the associated calculations, engineered drawings stamped by a CT. registered P.E. for the in-kind replacement. The new pipe is and FRP jacketed with a carrier inside pipes to match the proper sizing of the existing pipe, 2 additional manholes will be added to isolate the main run from chase hall, Neff and Hickerson. Temporary Boilers may be needed if the Completion date is not achieved.

Section 2, Corner of Wintergreen and Farnham Ave. Steam was discovered coming out of Manhole #3 and the ground is saturated on the Farnham Ave side of the new school of business. The HTHW pipe is within feet of the new footings for the new building. After exploring the issue it was determined that SCSU is loosing approx.. 1800 to 2200 gallons of water a day from this location. The run was shut down to determine that this area was the cause of the leak and the results indicated that the leak is the source of the lost water. Infrared Photography was used to locate the approximate location of the leak. This run of HTHW pipe supplies HTHW to Farnham Hall, Wilkerson Hall and Brownell Hall. These buildings also residence halls.

Pipe for section 2 has not been pre-purchased by the university and will have to be designed by the project engineer depending on the location of the installation. It is not recommended to remove the existing pipe due to the location of the High voltage, Telecom lines and Geothermal wells that run in the same area.

This project is an emergency. Heat needs to be restored to the Residential Life Halls no later than 10/15/23.

CSCU provided an update on July 27, 2023 to the Form 1105:

The project time limit is critical that requires heat to be active in three residential life facilities by October 15, 2023. Current DAS administrative protocol does not provide for expedited preconstruction activities allowing for that date to be met. Based on supplier quotes, we have budgeted an additional \$1 million in the construction budget to fund temporary boilers through the project duration. I ask for you to review time frames with your team, review DAS protocol that can be relaxed and consider allowing design build activities, similar to previous successful Southern HTHW line replacements, in an effort to accelerate the project duration and reduce the overall cost by up to \$1 million. **This project should be considered urgent.**

On May 4, 2023, the Board approved PRB #23-061, one of five Consultant Contracts under the 3rd series of On-Call Construction Administrator – Minor Projects - Consulting Service Contracts. The Consultant's on-call contract has a maximum total cumulative fee of \$500,000/contract and a common expiration date of September 30, 2025.

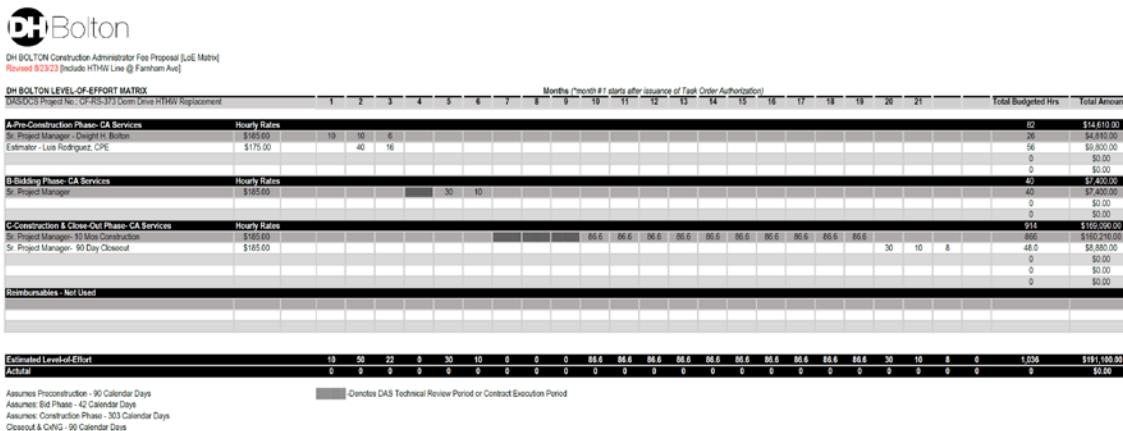
D.H. Bolton, Inc. (DHB) has been assigned the following Tasks under this On-Call Contract:

9/30/2025	OC-DCS-CAm-0012	DH Bolton Inc	\$500,000	23-061
	Task Letter #1	SCSU - HTHW Replacement	\$191,100	Pending 23-177
		Total Committed Funds	\$191,100	
		Maximum Total Fee	\$500,000	
		Uncommitted (Remaining)	\$308,900	

DAS and CSCU have confirmed funding is in place for this Task Letter.

The Construction Budget and total Project Budget are estimated at \$4,522,833 and \$7,535,236, respectively.

Task Letter #1 – DHB - Basic Services (PRB #23-177)	Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Pre-Construction Phase	\$14,610				
Bidding Phase	\$7,400				
Construction Administration & CO (330 Days)	<u>\$169,090</u>				
TOTAL BASIC SERVICE FEE (PRB #23-177) (A)	\$191,100		\$191,100	\$4,522,833	4.23%



Staff followed up with DAS and asked to clarify the following:

- What changed from the initial cost estimate of \$6,154,833 in Form 1105, approved by Deputy Commissioner Hobbs on August 1, 2023, to the new construction budget of \$4,522,833 in the DCS Memo dated 9-26-2023? And the Task Letter states the construction budget is \$6,154,833. Which is correct?

DAS-CS Response: The total value on form 1105 included the cost of the temporary boilers and pipe that has already been purchased by SCSU. See form 1130 for reallocated values, i.e., equipment purchases line.

Staff Response: OK

- Who is providing cost estimating services?

DAS-CS Response: The CA (DH Bolton) is providing cost estimating services.

Staff Response: OK

- Please clarify which A/E provided engineering drawings and specifications prior to SCSU ordering the new piping for this replacement. What contract mechanism was utilized to secure this new piping?

DAS-CS Response: SCSU contracted directly with John C Diggert to procure the piping to replace the damaged lines along Dorm Drive. SCSU then performed their own bid and, when the bids came in over the allowable threshold, submitted an 1105 to DAS for the project. The piping was procured prior to an approved 1105. Once the 1105 was received, the design team selection and scoping took place. As the Task Letter was being finalized, an additional pipe failure occurred and the additional scope at Farnham Avenue was added.

Staff Response: So to clarify, SCSU did not hire A/E for their project? Did SCSU spent any consultant fees for their project before it was turned over to DCS?

DAS-CS Response: Correct, and no.

Staff Response: OK

4. Why did the HTHW pipes failed prematurely? (lasted about 15 years vs. 25-30 yr life) Who was the Architect, CA and the GC or CMR for this project in 2004? Has an assessment been done to avoid this happening again?

DAS-CS Response: SCSU is conducting investigations to determine the failure. The previous construction team consisted of BVH Integrated Services, Inc.; Dimeo Construction Company; and CH Nickerson & Co, Inc.

Staff Response: What is the time frame for this investigation because the project is moving forward and hopefully the reason for failure is identified before the design is completed to avoid this happening again in the future. Also, was this 2004 project agency administered or DCS administered?

DAS-CS Response: The investigation is ongoing. In 2004, the project was administered by the Department of Public Works.

Staff Response: OK

5. The Consultant's Proposal states a 300-day (10 months) plus a 90-day Close Out and their corresponding Staffing Matrix also reflects the 10-month/90-day fee schedule totaling \$169,090 (\$185/hour). Please clarify why this Task Letter #1 states the Construction Phase is 240 days (8 months) plus a 90-day Close Out for a Fee of \$169,090.

DAS-CS Response: DAS has uploaded to the SPRB Share Point a revised task letter indicating the 300-day Construction Phase.

Staff Response: OK

6. Clarify if DAS-CS anticipates the CAm Consultant having any oversight on the temporary boilers to provide heat and hot water to the three buildings during the 10-month construction phase.

DAS-CS Response: This scope of work is not being managed by the CA, as this was procured and will be maintained through SCSU directly.

Staff Response: OK

7. Pl clarify how many hours and meetings are included in the scope as the consultant is providing 20 hrs/week service. A/E is assuming 2 crews minimum. Is CA providing sufficient staffing to over 2 crew work?

DAS-CS Response: It is anticipated that the CA will provide 16 hours per week based on activities occurring onsite with the additional 4 hours per week to be used to attend progress meetings and additional site time as required based on work activities. The two crews will be working on sites near each other allowing for oversight to occur within the allowed time. The Red lines on the map below show the approximate locations of the line replacements.

Staff Response: OK

Along with previous responses, DAS-CS provided the following narrative:

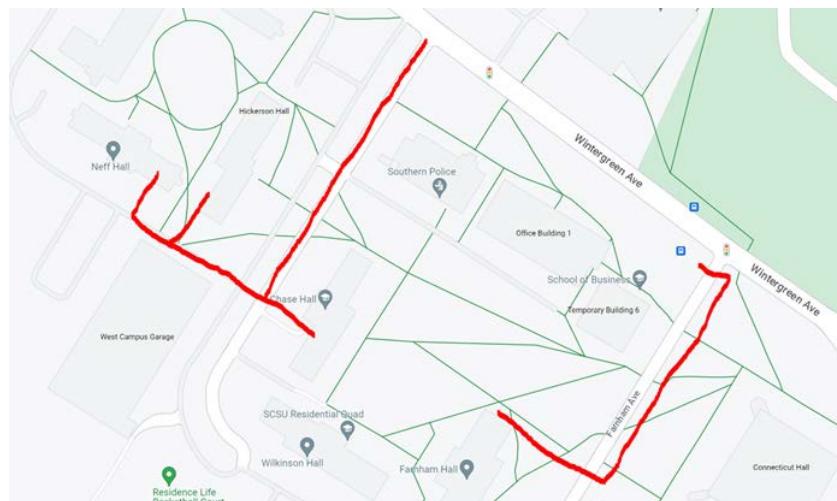
SCSU has a HTHW heating loop that serves several buildings on campus. During the construction of the Business School, a section of the HTHW line had to be replaced along Wintergreen Ave. In March of 2023, SCSU mentioned a potential leak in another portion of the HTHW line during a meeting DAS advised that SCSU needed to submit an 1105 for the project. An 1105 was received on May 2, 2023, along with the documentation used to solicit a bid for the work, which now exceeded the Agency Administered Threshold. This section includes the replacement of HTHW line along Dorm Drive, feeding three residence

Halls – Chase, Hickerson and Neff Halls. The proposal for the material was provided, as well as the CHEFA purchase order from SCSU to the material. They utilized a Sole Source Justification to go with one quote. The purchase order was issued prior to DAS receipt of the 1105. Copies of the PO and Sole Source Justification received from SCSU on May 3, 2023, are attached.

Kohler Rohnan (KR) has been selected from the On Call Contract list to perform the design services. A scope meeting was performed on May 25, 2023.

D H Bolton (DHB) has been selected from the On Call CA Contract to perform the Construction Administration Services. A scope meeting was performed on June 13, 2023.

The PM for the project compiled the documentation and drafted the task letters for the services. During the review period, SCSU reached out with additional scope to the project due to another failure near the Business School on Farnham Avenue. The revised 1105 was received on July 28, 2023. In lieu of moving forward with the task letters and requiring an amendment, an additional scope meeting was held on August 15, 2023, with KR and DHB to include the additional length of HTHW Line Replacement.



RECOMMENDATION: It is recommended that SPRB approve Task Letter #1 in the amount of \$191,100.

- DAS confirmed \$191,100 is available for the Task Letter.
- The Board approved the current On-Call Contract with a maximum total cumulative fee of \$500,000/contract (PRB #23-061) and an expiration date of September 30, 2025.
- Following the subject Task Letter, the On-Call Contract will have an uncommitted value of \$308,900.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 10/03/2022.

PRB #	23-178
Origin/Client:	DAS/SCSU
Transaction/Contract Type:	AE / Task Letter
Project Number:	CF-RS-373
Contract:	OC-DCS-CAm-0012
Consultant:	D.H. Bolton, Inc.
Property:	New Haven, Crescent St (501) - SCSU
Project purpose:	High Temperature Hot Water Replacement
Item Purpose:	Task Letter #1

PROPOSED AMOUNT: \$275,000

PROJECT BACKGROUND

SCSU's buildings are served by a central plant, the Energy Center, constructed in 2003. The Energy Center's three boilers support building needs depending on the season. Two 40,000MBH boilers operate in the winter, while a 10,000MBH is used for summer loads. In the colder months, water temperature is maintained at approximately 350°F, while in the summer season, water temperature is reduced to 250°F. Three operations shifts are currently required in the winter, while only two are needed in the summer. There is an additional 40,000MBH boiler housed in the building that is not installed. The Energy Center supplies domestic hot water, high temperature hot water (HTHW) for heating to fourteen buildings and steam generation to six buildings. Eleven buildings have a natural gas supply in addition to campus HTHW or steam. (SCSU-Energy-Master-Plan-Perkins-and-Will)

Under this Proposal (PRB #23-178), DAS is seeking SPRB approval of Task Letter #8 to the Consultant's Contract – OC-DCS-MEP-0052, in the amount of \$275,000 to compensate the Consultant for providing MEP Services with the following Scope of Work:

The project consists of design and preparation of construction drawings and specifications for the replacement of approximately 2,256 linear feet of High Temperature Hot Water (HTHW) piping that has failed that serves Chase Hall, Hickerson Hall, and Neff Hall. The piping will be replaced from manhole #1 which is located at the entrance of Dorm Drive off Wintergreen Ave. The piping was pre-purchased by SCSU and was delivered in July 2023. Additionally, the piping that runs along Farnham Ave. has failed and needs replacement. The intent is to install a new vented manhole in the grass area outside of Connecticut Hall to intercept the existing HTHW piping. The new piping will run in the grass area on the East side of Farnham Ave. and cross the street in the front of Farnham Hall to intercept the existing piping on the West side within the new vented manhole.

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- Incorporate phasing to maintain access into the campus throughout construction.
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SCSU is purchasing the new pipe with all of the associated calculations, engineered drawings stamped by a CT. registered P.E. for the in-kind replacement. The new pipe is and FRP jacketed with a carrier inside pipes to match the proper sizing of the existing pipe, 2 additional manholes will be added to isolate the main run from chase hall, Neff and Hickerson. Temporary Boilers may be needed if the Completion date is not achieved.

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Pipe for section 2 has not been pre-purchased by the university and will have to be designed by the project engineer depending on the location of the installation. It is not recommended to remove the existing pipe due to the location of the High voltage, Telecom lines and Geothermal wells that run in the same area.

This project is an emergency. Heat needs to be restored to the Residential Life Halls no later than 10/15/23.

CSCU provided an update on July 27, 2023 to the Form 1105:

The project time limit is critical that requires heat to be active in three residential life facilities by October 15, 2023. Current DAS administrative protocol does not provide for expedited preconstruction activities allowing for that date to be met. Based on supplier quotes, we have budgeted an additional \$1 million in the construction budget to fund temporary boilers through the project duration. I ask for you to review time frames with your team, review DAS protocol that can be relaxed and consider allowing design build activities, similar to previous successful Southern HTHW line replacements, in an effort to accelerate the project duration and reduce the overall cost by up to \$1 million. **This project should be considered urgent.**

On April 28, 2022, the Board approved PRB #22-043, one of five Consultant Contracts under the 9th series of On-Call MEP (Mechanical, Electrical and Plumbing) Engineer Consulting Service Contracts. The Consultant's on-call contract has a maximum total cumulative fee of \$1,000,000/contract and a common expiration date of July 1, 2024. The Contract was amended under PRB #22-175 to increase the maximum cumulative fee to \$1,500,000.

Kohler Ronan, LLC (KRL) has been assigned the following Tasks under this On-Call Contract:

7/1/2024	OC-DCS-MEP-0052	Kohler Ronan LLC	\$1,000,000	22-043
	Amend #1	Increase to:	\$1,500,000	22-175
	Task Letter #1	NCC D-Wing Chiller Replacement	\$42,535	(Informal)
	Task Letter #2	MCC Kitchen Equip. Gas Conversion	\$19,940	(Informal)
	Task Letter #3	Norwalk CC - HVAC Upgrades	\$45,000	(Informal)
	Task Letter #4	Garner CI - Energy Implementation	\$410,260	22-201
	Task Letter #5	Bridgeport CC -HVAC Feasibility	\$69,310	(Informal)
	Task Letter #6	WCSU Westside Classroom Building IT Study	\$49,890	(Informal)
	Task Letter #7	NVCC - Rooftop Elec Substation replacement	\$84,791	(Informal)
	Task Letter #8	SCSU HTWH Pipe Replacement	\$275,000	23-178 Pending
		Total Committed Funds	\$996,726	
		Maximum Total Fee	\$1,500,000	
		Uncommitted (Remaining)	\$503,274	

DAS and CSCU have confirmed funding is in place for this Task Letter.

The Construction Budget and total Project Budget are estimated at \$4,522,833 and \$7,535,236, respectively.

Task Letter #8 – KRL - Basic Services (PRB #23-178)	Base Fees (\$)	Special Services	Total Fee	Construction Budget (\$)	% of Budget
Contract Documents Phase (70 days)	\$178,600				
Bidding Phase	\$13,700				
Construction Administration & CO (330 Days)	\$82,700				
TOTAL BASIC SERVICE FEE (PRB #23-177) (A)	\$275,000		\$275,000	\$4,522,833	6.08%

Staff followed up with DAS and asked to clarify the following:

1. Why did the HTHW pipes failed prematurely? (lasted about 15 years vs. 25-30 yr life) Who was the Architect, CA and the GC or CMR for this project in 2004? Has an assessment been done to avoid this happening again?

DAS-CS Response: SCSU is conducting investigations to determine the failure. The previous construction team consisted of BVH Integrated Services, Inc; Dimeo Construction Company; and CH Nickerson & Co, Inc.

Staff Response: What is the time frame for this investigation because the project is moving forward and hopefully the reason for failure is identified before the design is completed to avoid this happening again in the future. Also, was this 2004 project agency administered or DCS administered?

DAS-CS Response: The investigation is ongoing. In 2004, the project was administered by the Department of Public Works.

Staff Response: OK

2. Please clarify which A/E provided engineering drawings and specifications prior to SCSU ordering the new piping for this replacement. What contract mechanism was utilized to secure this new piping?

DAS-CS Response: SCSU contracted directly with John C Diggert to procure the piping to replace the damaged lines along Dorm Drive. SCSU then performed their own bid and, when the bids came in over the allowable threshold, submitted an 1105 to DAS for the project. The piping was procured prior to an approved 1105. Once the 1105 was received, the design team selection and scoping took place. As the Task Letter was being finalized, an additional pipe failure occurred and the additional scope at Farnham Avenue was added.

Staff Response: So to clarify, SCSU did not hire A/E for their project? Did SCSU spent any consultant fees for their project before it was turned over to DCS?

DAS-CS Response: Correct, and no.

Staff Response: OK

3. Who is providing cost estimating services?

DAS-CS Response: The CA (DH Bolton) is providing cost estimating services.

Staff Response: OK

4. If SCSU now requires the rental of hot water boilers for three buildings for the duration of the Project, please clarify who is providing the MEP services to ensure the equipment is sufficient to meet the needs of the facilities, as well as their proper installation and operation.

DAS-CS Response: The temporary boiler installation, operation, and maintenance is being coordinated separately by SCSU.

Staff Response: OK

5. The Consultant's Proposal states a 40 week (10 months) construction phase and a minimum of 40 site visits. Is this DAS-CS' understanding of the Project? Or has the construction phase been reduced, similar to that in the CAm TL for this Project?

DAS-CS Response: This is DAS-CS's understanding. The construction phase has not been reduced.

Staff Response: OK

6. Does DAS-CS anticipate any special services for the testing of welds connecting the HTHW piping?

DAS-CS Response: DAS-CS only anticipates X-ray inspections for weld points of the pipe.

Staff Response: Should this be part of this TL?

DAS-CS Response: No. The state would want an independent party to conduct inspections.

Staff Response: OK

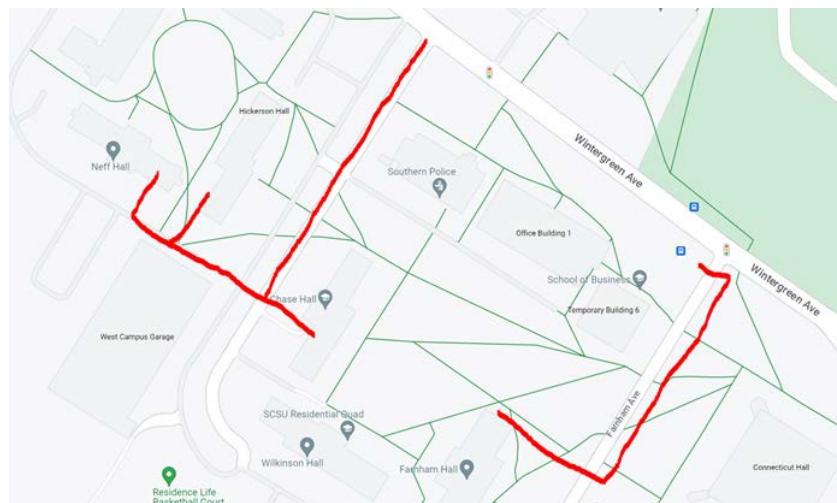
Along with previous responses, DAS-CS provided the following narrative:

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The PM for the project compiled the documentation and drafted the task letters for the services. During the review period, SCSU reached out with additional scope to the project due to another failure near the Business School on Farnham Avenue. The revised 1105 was received on July 28, 2023. In lieu of moving forward with the task letters and requiring an amendment, an additional scope meeting was held on August 15, 2023, with KR and DHB to include the additional length of HTHW Line Replacement.



RECOMMENDATION: It is recommended that SPRB approve Task Letter #8 in the amount of \$275,000.

- DAS confirmed \$275,000 is available for the Task Letter.
- The Board approved the current On-Call Contract with a maximum total cumulative fee of \$1,500,000/contract (as amended PRB #22-175) and an expiration date of July 1, 2024.
- Following the subject Task Letter, the On-Call Contract will have an uncommitted value of \$503,274.
- The submittal is accompanied by a Gift & Campaign Contribution Certification notarized on 9/27/2023.

PRB #	23-179
Origin/Client:	DAS/DAS
Transaction/Contract Type	AE/ On-Call MBE Architect Consulting Contracts
Contract:	OC-DCS-MBE-ARC-0020
Consultant:	ID3A, LLC
Item Purpose:	New On-Call Consultant Contracts

PRB #	23-180
Origin/Client:	DAS/DAS
Transaction/Contract Type	AE/ On-Call MBE Architect Consulting Contracts
Contract:	OC-DCS-MBE-ARC-0021
Consultant:	LM Architects, Inc. d/b/a Crosskey Architects, LLC
Item Purpose:	New On-Call Consultant Contracts

PRB #	23-181
Origin/Client:	DAS/DAS
Transaction/Contract Type	AE/ On-Call MBE Architect Consulting Contracts
Contract:	OC-DCS-MBE-ARC-0023
Consultant:	AEPM International, LLC
Item Purpose:	New On-Call Consultant Contracts

This is the 5th series of On-Call MBE Architect Consulting Contracts awarded by the Department of Administrative Services since 2014. The three (3) On-Call Contracts that are the subject of this memorandum have a maximum cumulative fee of \$500,000/contract and a common expiration date of February 20, 2026. The On-Call Contract can be utilized on DAS-CS projects with construction budgets of up to two million dollars (\$2,000,000). A fourth Consultant - O'Riordan Migani Architects, LLC - was approved for this On-Call Series, but was not submitted at this time.

The prior series, approved under PRB Files #20-238 to #20-241, had a maximum total cumulative fee of \$500,000/contract and a common expiration date of March 15, 2023. In March 2023, the Board approved Amendment #1 to the Contract, extending the expiration date to September 15, 2023 (23-025 to 23-029).

DESCRIPTION: The scope of work under these contracts shall encompass, but not be limited to:

Provide architectural support services to DAS for architectural type projects including but not limited to a wide array of projects from commercial-type space modifications in existing state buildings to the design of new structures to be located on state property and/or buildings under DAS' care and control or under the care and control of various other custodial state agencies.

Such projects will have a construction budget of \$2 million or less.

Each contract is exactly the same except for the name and address of the firm.

DAS has made some revisions to the contract for this series to include:

- Expansion of Article P language – Indemnification;
- Expansion of Article T language – Termination;
- Expansion of Article V language – Non-Discrimination;
- Expansion of Article W language – Executive Orders and Other Enactments;
- Expansion of Article Y language – Summary of State Ethics Laws;
- Update of Article GG language – Audit & Inspection of Plants, Places of Business and Records;
- Addition of Article II language – Access to Contract and State Data – requiring the Contractor to provide information to the Client Agency and State Auditors of Public Accounts;
- Addition of Article JJ language – Large State Contract Representation for Contractor – requiring the Contractor to comply with Acting Governor Susan Bysiewicz' Executive Order No.21-2, effective July 1, 2021 regarding gifts and the Contractor's Principals or Key Personnel;
- Addition of Article KK language – Large State Contract Representation for Official or Employee of State Agency – requiring the State Official or Employee represents that the selection of a Contractor was not the result of collusion, gift, promise of a gift, etc;
- Addition of Article LL language – Iran Energy Investment Certification;
- Addition of Article MM language – Consulting Agreement Certification;
- Addition of Article OO Language – Notices;
- Addition of Article PP Language – Additional Provisions; and
- Revised Exhibit A – Hourly Rate Schedule.

A Request for Qualifications (RFQ) for the consultant services was released on March 15, 2023 and elicited six (6) responses at the April 19, 2023 due date for response. All Respondents were interviewed. The State Selection Panel consisted of four members and rated each firm based upon a weighted ranking system.

At the completion of the State Selection Panel process; DAS Management Team reviewed the results and recommended the approval of the following Firms under this Series. The selection of the Firms was approved by DAS Deputy Commissioner Hobbs on August 10, 2023.

The Proposal before the SPRB is for review and approval/disapproval of the following Firms under this Series:

PRB 23-179 – Id3A, LLC (ID3) originally established in 1985 as AI Perkins + Will, Inc., more recently in 2011 the firm has reorganized under the name id3A, LLC. ID3 has a local staff of 11 employees including 3 architects and 4 interior design professionals. DAS reports ID3 was awarded two contracts with a total volume of work of \$1,121,166.

The company has been awarded the following On-call Contract and Formal Contracts with the DAS in the past two years.

OC-DCS-MBE-ARC-0017	Id3A LLC	\$500,000	20-239
		\$500,000	23-026
Task Letter #1	300 Corporate Pl. Training/Conf. Rms	\$27,168	(Informal)
Task Letter #2	Gateway CC – GPA Renovation	\$45,273	(Informal)
Task Letter #2A	Gateway CC – GPA Renovation	\$27,355	(Informal)
Task Letter #4	SCSU Lyman Ctr – Acoustical Study	\$9,000	(Informal)
Task Letter #5	St. Comptroller – Two New Offices	\$14,350	(Informal)
Task Letter #5A	St. Comptroller – Two New Offices	\$6,631	(Pending)
	Total Informal TLs	\$129,777	
Task Letter #6	DPH Hartford - Space Planning	\$301,929	(23-119)
	Total Committed Funds	\$431,706	
	Maximum Total Fee	\$500,000	
	Uncommitted (Remaining)	\$68,294	

OC-DCS-MBE-ARC-0007	Id3A LLC	\$500,000	16-213
Task Letter #2C	QVCC - A Wing Renovations	\$48,872	(21-137)

ID3 will be operating under the professional Architect Firm's License (ARC.0000660) with the CT State DCP which is active until 7/31/2024. Smith Brothers Insurance, LLC reported that ID3 has had one professional policy or liability loss or claims during the past 5 years. It is closed with no claims paid. ID3 scored a total of 416 out of a possible 440 points.

PRB 23-180 – LM Architects, Inc. d/b/a Crosskey Architects, LLC (CAL) originally established in 1984 and is locally located in Hartford, CT. CAL has a local staff of 16 employees including 7 professional architects and 3 project managers.

DAS reports CAL was not awarded any contracts over the past five years.

CAL will be operating under the professional Architect Firm's License (ARC.0000764) with the CT State DCP which is active until 7/31/2024. Smith Brothers reported that CAL had experienced 10 general liability or professional policy losses or claims during the past 5 years. None of the claims are related to work with the State of Connecticut. Four are closed with no claims paid. CAL scored a total of 360 out of a possible 440 points.

PRB 23-181 – AEPM International, LLC (AEP) originally established in 1910 as Fletcher Thompson, Inc. and reorganized under AEPM in 2008 and locally located in Ansonia, Connecticut. AEP has a local staff of 13 employees including 5 architects, 2 engineers and 1 project manager. DAS reports AEP was awarded one contract with a total volume of work of \$153,525.

The company has been awarded the following On-call Contract and Formal Contracts with the DAS in the past two years.

OC-DCS-MBE-ARC-0019	AEPM International LLC	\$500,000	20-241
		\$500,000	23-028
Task Letter #1	Housatonic CC – Wellness Center Stu.	\$20,125	(Informal)
Task Letter #2	Camp Nett – Bldg 803Latrine Renov.	\$83,400	(Informal)
Task Letter #3	Norwalk CC – GPA Renovation	\$0	(Cancelled)
Task Letter #4	Manchester CC - GPA Renovation	\$100,000	(Pending)
	Total Committed Funds	\$203,525	
	Maximum Total Fee	\$500,000	
	Uncommitted (Remaining)	\$296,475	

AEP will be operating under the professional Joint Practice License (JPC.0000142) with the CT State DCP which is active until 4/30/2024. Burns Insurance Group reported that AEP has not had any professional policy or liability loss or claims during the past 5 years. AEPM scored a total of 260 out of a possible 440 points.

A summary of the Consultant's Hourly Rates is as follows:

Job Title	Per Hour
Principal in Charge	\$210.00
Project Manager	\$175.00
Senior Engineer / ARC	\$165.00
Engineer / ARC	\$140.00
Senior Designer	\$140.00
Designer	\$125.00
Field Engineer	\$160.00
CAD / BIM Operator	\$105.00

SPRB Staff had asked following questions regarding this new On-Call Consultant Contract.

1. Provide the Task Logs for OC-DCS-MBE-ARC-0016, 17, 18 and 19.

DAS-CS Response: Please see attached Task Logs.

Staff Response: OK

RECOMMENDATION – Staff recommend approval of this new MBE-ARC On-Call Contract Series.

1. This on-call series that has a maximum cumulative fee of \$500,000/contract and a common expiration date of February 20, 2026

At the State Properties Review Board meeting held on January 21, 2021, the Board approved PRB Files #20-238 to #20-241, four Consultant Contracts under the 4th Series of the On-Call Contract that has a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 3/15/2023.

DCS advertised the new OC-DCS-MBE-ARC-20,21,22,23 on February 10, 2023 with responses due to DCS no later than March 7, 2023.

Under this Proposal (23-025 to 23-028), DCS is now resubmitting the four Firms to the Board for approval under Contract Amendment #1 to the On-Call Contracts to extend the contract expiration date to September 15, 2023. The \$500,000 maximum cumulative fee is unchanged.

Pirie Assoc. Architects, LLC has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	Norwalk CC – Faculty Renov.	\$0	(Cancelled)
• Task Letter #2	QVCC – Playscape	\$0	(Cancelled)
• Task Letter #3	3 Rivers CC – Nursing Dept. Renov.	\$0	(Cancelled)
• Task Letter #4	Capital CC – GPA Renovation	\$0	(Cancelled)
• Task Letter #5	Manchester CC – GPA Renovation	\$0	(Cancelled)
	Total	\$0	

ID3A, LLC has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	300 Corporate Pl. Training/Conf. Rms	\$27,168	(Informal)
• Task Letter #2	Gateway CC – GPA Renovation	\$45,273	(Informal)
• Task Letter #3	450 Columbus Blvd – DAS/DCP Sp.	\$30,000	(Hold)
• Task Letter #4	SCSU Lyman Ctr – Acoustical	\$9,000	(Informal)

Study				
• Task Letter #5	St. Comptroller – Two New Offices	\$14,350	(Informal)	
	Total Fee to Date:	\$95,791		

O'Riordan Migani Architects, LLC has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	ECSU Science Bldg – Ext Stairs	\$29,260	(Informal)
• Task Letter #2	Norwalk CC – Child Develop Lab ren.	\$15,000	(Informal)
• Task Letter #3	Quinebaug CC – GPA Renovation	\$36,840	(Informal)
• Task Letter #4	HCC Werth Center	\$48,180	(Informal)
Total Fee to Date:			\$129,280

AEPM International, LLC has been assigned the following Tasks under this On-Call Contract:

• Task Letter #1	Housatonic CC – Wellness Center Stu.	\$20,125	(Informal)
• Task Letter #2	Camp Nett – Bldg 803Latrine Renov.	\$83,400	(Informal)
• Task Letter #3	Norwalk CC – GPA Renovation	\$50,000	(Informal)
Total Fee to Date:			\$153,525

Changes to the On-Call MBE Architect Consulting On-Call Contracts include the following:

- Section D is changed to extend the termination date to September 15, 2023;
- Replacement of Section P language – Indemnification;
- Replacement of Section V language – Confidentiality of Documents;
- Replacement of Section W language – Non-Discrimination;
- Replacement of Section X language – Executive Orders;
- Replacement of Section Z language – Summary of State Ethics Laws to reflect new laws effective July 1, 2021;
- Replacement of Section AA language – Whistleblowing;
- Replacement of Section EE language –Related to Campaign Contributions;
- Replacement of Section HH language – Audits and Inspection;
- Replacement of Section II language – Disclosure of Records;
- Addition of Section KK language – Large State Contract Representation for Contractor – requiring the Contractor to comply with Acting Governor Susan Bysiewicz' Executive Order No.21-2, effective July 1, 2021 regarding gifts and the Contractor's Principals or Key Personnel;
- Addition of Section LL language – Large State Contract Representation for Official or Employee of State Agency – requiring the State Official or Employee represents that the selection of a Contractor was not the result of collusion, gift, promise of a gift, etc;
- Addition of Section MM language – Iran Energy Investment Certification;
- Addition of Section NN language – Consulting Agreement Certification; and
- Addition of Section OO language – Access to Contract and State Data.

Staff followed up with DCS and asked following to clarify:

In prior conversations with DCS regarding an amendment to an on-call contract for time, SPRB made clear that it is not good practice to have a new on-call series overlap an existing contract, with a requirement that the older on-call contract automatically terminate upon approval of a new contract.

1. What is the process (in terms of time-frame) to secure a new on-call series when existing series is expiring?
2. It is not a good practice to keep extending the on-call series for time only. These time-only extensions will be allowed under unavoidable circumstances and should be rare. What steps are being taken to avoid time only extensions?

DCS Response: Some of the requests below require a legal response which I am not qualified to provide. It is our intent to assign new work once the new series are in place to the new series and not continue to using the old series. Regarding your two bullet points, we clearly have staffing issues we are trying to address but to the second point we sometimes see value in extending the contract period if there has been limited use of the contract series. In those cases we typically request a 1 or 2 year extension which has been granted in the past. It is a lot of work for all parties – the consultants and our legal staff – to process these contracts. I am sure you have a keen understanding of these efforts.

I defer to Jenna for comment on any proposed contract language changes. My opinion is if a task is being negotiated under an older series those rates would apply as long as the series isn't "immediately terminated". There is no guarantee a given consultant will be granted a contract under the new series anyway.

Staff Response: I understand in very limited instances where the on-call is not used often, DCS may seek extension after figuring out why such an on-call is not used. In other cases where the on-calls are frequently used, it comes down to equity, open process and giving new consultants a chance to be on the on-call list.

I will await a formal response from Jenna on the termination clause as well as the two bullet items. This proposal is being planned to be on the March 6th agenda.

DCS Response: Apropos our earlier conversation, we understand the concerns of the SPRB regarding the use of soon to be expired on-call contracts when there is a new series in place. Rather than provide new contract language within the on-call contracts we think a better approach would be to institute a policy indicating our intent to assign new consultant tasks off the new series when in place. We can work on specific language in collaboration with you in the near future.

We hope this addresses the overall concerns of the SPRB and we can, in the short term, extend the existing MBE-ARC contract so that it doesn't lapse before we have the new one in place.

Staff Response: Thanks for the follow up. Let me memorialize our discussion or at least what I am trying to convey before we come up with a permanent solution. Let me know if you agree.

Expiring/extended On-call – consultants retained under the expiring contract can continue to work and complete the assignment. Once it expires, the contract/TL cannot be amended. New contract/TL can be written until a new on-call series is approved.

DCS Response: (I believe this is already the case for an expired on-call but will need some understanding there will be circumstances warranting an extension of an expiring series (perhaps specific to an individual consultant); in those cases we would be having a conversation with SPRB along with our justification for an extension – though not guaranteeing an extension both DAS and SPRB needs the flexibility if a special circumstance arises).

Supplemental tasks on existing TLs would still be utilized assuming there is funding on the relevant but expired consultant's on-call contract.

Upon/after approval of a new On-call series - the expiring/extended on-call will not be used for new contract/TL. As there cannot be two active on-call series that can be used for the same consultant type. If there is an overlap between the two on-calls, the expiring/extended on-call will not be used even if DCS staff had been working with a consultant under the expiring/extended on-call. A situation may arise when DCS staff might be working with a consultant who is on the expiring/extended on-call but not on the new on-call series. In this instance, a different consultant will be selected under the new on-call series.

DCS Response: I suggest this is not efficient for the state, nor the agency; If we have been working in good conscious with a consultant to initiate a project and they have spent time and effort meeting with us, developing a proposal, negotiating, etc. along with efforts of the agency and there is adequate time to get the TL approved prior to expiration it would be wasteful to all parties to restart the process. Were we to have to restart we are also delaying construction which has additional cost implications

RECOMMENDATION – Staff recommend **suspension** of Amendment #1 to the four On-Call Contracts to extend the common expiration date to 9/15/2023. The \$500,000 maximum cumulative fee is unchanged.

From PRB Files #20-238 to #20-241

This is the 4th series of On-Call MBE Architect Consulting Contracts awarded by the Department of Construction Services (“DCS”) since 2014. Previously, on October 29, 2018, the Board under PRB #18-192 to #18-195 approved the 3rd series of the On-Call Contract that had a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 12/15/2020.

Under this Proposal DCS seeks the Board’s approval of the 4th Series of the On-Call Contract that has a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 3/15/2023. The On-Call Contract can be utilized on DCS projects with construction budgets of up to two million dollars (\$2,000,000).

DAS/DCS has made some revisions to the contract for this series to include:

- Section G by adding “Notwithstanding the preceding sentence, a pre-approved hourly rate shall not exceed a reasonable rate, as determined by the Commissioner, taking into consideration the skills and experience of the person providing the services.” II. Fees and Payments, Subsection A. added last paragraph:
- Addition of Exhibit A to include the Consultant’s hourly rates.

A Request for Qualifications (RFQ) for the consultant services was released on July 10, 2020 and elicited eight (8) responses. All respondents were considered “responsive” to the submittal requirements and as such interviewed. The State Selection Panel consisted of three members and rated each firm based upon a weighted ranking system.

At the completion of the State Selection Panel process; DCS Management Team reviewed the results and recommended the approval of four firms under this series.

This proposal before the SPRB is for review and approval of the following four firms under this series.

PRB 20-238 – Pirie Associates Architects, LLC (PAA) originally established in 2002 and locally located in New Haven, Connecticut. PAA has a local staff of 8 employees including 5 architects and

one interior design professional. DCS reports PAA was not awarded any contracts within the past 5 years.

PAA will be operating under the individual professional Architect's License of Ms. Laura Marie Pirie (ARI.0004750) with the CT State DCP which is active until 7/31/2021. Smith Brothers Insurance, LLC reported that PAA has not experienced any professional policy or liability losses or claims during the past 5 years. PAA scored a total of 310 out of a possible 320 points and was identified as one of the most qualified Firms.

PRB 20-239 – Id3A, LLC (ID3) originally established in 1985 as AI Perkins + Will, Inc., more recently in 2011 the firm has reorganized under the name id3A, LLC. ID3 has a local staff of 13 employees including 6 architects and 5 interior design professionals. DCS reports ID3 was awarded two contracts with a total volume of work of \$196,400. The company has been awarded the following On-call Contract and Formal Contracts with the DCS in the past two years.

- PRB #18-027 – BI-2B-413-ARC – 505 Hudson HVAC/Int. Improvements - \$805,250
- PRB #18-040 - BI-N-345 – OC-DCS-Roof-0032 - DESPP HQ Roof/Atrium - \$177,000
- PRB #18-027 – BI-2B-413-ARC-A#1 – 505 Hudson HVAC/Int. Improvements - \$30,000
- PRB #20-044 - BI-Q-672C – OC-DCS-MBE-ARC-0003 - Enfield Armory - \$45,743

The Board voted to return the following Consultant Proposal on June 13, 2019:

PRB #19-109 - BI-Q-672C – OC-DCS-MBE-ARC-0003 - Enfield Armory - \$51,804. This Consultant Proposal was subsequently re-submitted to the Board under #20-044.

ID3 will be operating under the individual professional Architect's License of Mr. Jason E. Stabach (ARI.0012308) with the CT State DCP which is active until 7/31/2021. Smith Brothers Insurance, LLC reported that ID3 has not had any professional policy or liability loss or claims during the past 5 years. ID3 scored a total of 300 out of a possible 320 points and was identified as one of the most qualified Firms.

PRB 20-240 - O'Riordan Migani Architects, LLC (ORM) originally established in 2008. ORM has a local staff of 5 employees including 2 architects and 1 construction manager. DCS reports ORM was awarded six contracts with a total volume of work of \$244,625. The company has been awarded the following On-call Contract and Formal Contracts with the DCS in the past two years.

- PRB #18-193 – OC-DCS-MBE-ARC-0013 - \$500,000 maximum

ORM will be operating under the individual professional Architect's License of Ms. Joan O'Riordan (ARI.0006711) with the CT State DCP which is active until 7/31/2021. Smith Brothers Insurance, LLC reported that ORM has not had any professional policy or liability loss or claims during the past 5 years. ORM scored a total of 298 out of a possible 320 points and was identified as the 4th most qualified firms.

PRB 20-241 – AEPM International, LLC (AEP) originally established in 1910 as Fletcher Thompson, Inc. and reorganized under AEPM in 2008 and locally located in Ansonia, Connecticut. AEP has a local staff of 13 employees including 5 architects and 1 interior design professional. DCS reports AEPM was not awarded any contracts within the past 5 years.

Hanover Insurance Company reported that AEP has not had any professional policy or liability loss or claims during the past 3 years. AEPM scored a total of 274 out of a possible 320 points and was identified as the 5th most qualified Firm.

A summary of the Consultants' professional fee schedule is as follows:

HOURLY RATE SCHEDULE

Principal in Charge	\$185.00
Project Manager	\$160.00
Senior Architect/Engineer	\$165.00
Architect/Engineer	\$140.00
Senior Designer	\$145.00
Designer	\$120.00

RECOMMENDATION – Staff recommend **approval** of the four On-Call Contracts that have a maximum total cumulative fee of \$500,000 per contract and a common expiration date of 3/15/2023.

- All four Firms have submitted notarized OPM Form 1 and Form 5 affidavits.

7. OTHER BUSINESS

8. VOTES ON PRB FILE:

PRB FILE #23-177 – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #23-177. The motion passed unanimously.

PRB FILE #23-178 – Mr. Halpert moved and Mr. Berger seconded a motion to approve PRB FILE #23-178. The motion passed unanimously.

With the Board's approval of PRB Files #23-177 and 23-178, the Board had requested information from DAS-CA regarding the Project (CF-RS-373) based on their review of both Proposals during the Meeting:

1. What is the purpose of the 4th 40,000 MBH boiler that is housed in the building and not connected? Will it be used/connected any time soon? When it was purchased and what is the value of the boiler?
2. What is the total run of the piping at this facility that was constructed in 2004?
3. As part of the replacement project undertaken by SCSU, did they find the cause of this premature major failure (within 15 years vs. 25-30 yr. life) that requires complete replacement of piping?

PRB FILES #23-179, 23-180 and 23-181 – Mr. Valengavich moved and Mr. Halpert seconded a motion to approve PRB FILES #23-179, 23-180 and 23-181. The motion passed unanimously.

9. NEXT MEETING – Monday, October 30, 2023 – will be held solely by means of electronic equipment.

The meeting adjourned.

APPROVED: _____ **Date:** _____
John Valengavich, Secretary